



# Air Force Research Laboratory|AFRL

*Science and Technology for Tomorrow's Air and Space Force*

## **Success Story**

### **WEB-BASED INFORMATION MANAGEMENT TOOL DESIGNED BY AFRL ENGINEERS**



Historically, program managers had rooms full of case files, spreadsheets, and slide shows available to track a simple research and development contract. Today, thanks to the work of two Information Directorate engineers, program managers can find all the pertinent information they need in a “JIFFY”—a Web-based financial and technical monitoring and document repository tool. The program, designed for a distributive work environment, can do more with less resources. It keeps more people in the loop while working from the same set of data.



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## **Accomplishment**

Retrieving current financial, technical, and programmatic information related to ongoing contracts has been a source of frustration for contract program managers and a host of others responsible for monitoring contracts for years. Oftentimes, the information is nonexistent, outdated, buried in a stack of paper records, or in a cryptic spreadsheet. Directorate engineers recognized these shortcomings and developed a Web-based information management tool for technical programs called JIFFY.

## **Background**

All users share the burden of keeping data up-to-date. The goal is for contracting personnel to input contractual documents, engineers to input technical reviews, and the principal investigator (PI) to provide financial and technical progress updates. Government engineers can then use the site to monitor the PI's submissions and create paperwork for new contract actions.

JIFFY also features a digital case file repository for all paperwork and reports associated with the contract including contract/grant/cooperative agreement documents/mods, source selection letters, proposals, costing, statements of work, contract data requirements lists, Defense Advanced Research Projects Agency orders, and a host of other pertinent data items. These documents are now available to any registered user with the correct permissions and access to a Web browser.

With all the data and documents in a central repository, endless possibilities exist for management, technical, or contracting personnel to view the data. Users can easily build charts in HyperText Markup Language or Excel showing roll-ups of funding figures. Graphical views, including schedule bar charts, financial line graphs, and funding profile bar charts, are available for each contract.

JIFFY uses a Secure Socket Layer technology with a 128-bit encryption to protect transmissions between the Web browser and the JIFFY server. Five levels of permissions are available ranging from the full access of "System Admin" to the more restrictive "View Only."

## **Additional information**

To receive more information about this or other activities in the Air Force Research Laboratory, contact TECH CONNECT, AFRL/XPTC, (800) 203-6451 and you will be directed to the appropriate laboratory expert. (02-IF-05)